

REPORTS INVENTORY				CONTROL NO. DD5/OC-011	
PREPARE IN DUPLICATE					
1. TITLE OF REPORT (if a fill-in report include Form No.) Program Review 5 Year				2. TYPE OF REPORT <input checked="" type="checkbox"/> STATISTICAL <input checked="" type="checkbox"/> NARRATIVE <input type="checkbox"/> MACHINE-NAME LISTING	
3. FUNCTIONAL AREA		PERSONNEL LOGISTICS MEDICAL		TRAINING SECURITY FINANCE	
4. NO. OF COPIES PREPARED 2		5. FREQUENCY (weekly, monthly, quarterly, etc.) Annual		6. DISTRIBUTION (No. of components not number of copies) 1	
7. FORMAT (memorandum, form, computer print-out, etc.) Memorandum		8. ADP PROCESSING YES <input type="checkbox"/> IF YES GIVE ADP PROCESSING NO. NO <input checked="" type="checkbox"/>		9. DIRECTIVE AUTHORITY REQUIRING REPORT	
10. PREPARING COMPONENT (include lowest level contributing information to report) OC-CMS/WCS/CTS			11. FEEDER REPORTS (State total number and identify by Title, Form No., or nomenclature. Attach separate sheet if necessary.)		

12. COST FACTORS

A. MANUAL PREPARATION AND REVIEW COSTS

GRADE	HOURLY RATE	X	HOURS PER REPORT	=	COST PER REPORT	X	TIMES PREPARED	=	COST PER YEAR
GS-5	\$3.25		10		\$32.50		1		\$ 32.50
GS-7	4.28		8		34.24		1		34.24
GS-12	7.28		8		58.24		1		58.24
GS-12	7.51		8		60.08		1		60.08
GS-12	7.51		8		60.08		1		60.08
GS-13	8.60		8		68.80		1		68.80
GS-13	9.40		4		37.60		1		37.60
GS-14	11.33		16		181.28		1		181.28
GS-16	13.61		10		136.10		1		136.10

B. COSTS OF COMPUTER PRODUCED REPORTS

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TOTAL COSTS PER YEAR

\$1,077.22

13. COMPLETE DETAILED JUSTIFICATION FOR THIS REPORT (in addition to directive or authority cited in item 9). IF KNOWN, INCLUDE DATE REPORT WAS FIRST STARTED AND COMPONENT WHO ESTABLISHED REQUIREMENT.

By Direction